

## **El Monte Safety Meeting Summary January 7, 2004**

### Those who attended:

Raphael Susnowitz, John Urkov, Bill Yates, Martin Cvjetkovic, Bill Valdez, Michael Carter, Paul Hughes, Mark Fuentes, Wayne McMahon, and Cindy Francisco.

### Log 300 Review:

There were six workers compensation claims filed in El Monte during 2003.

### Vehicle Accident Review:

There were eight vehicle accidents involving ARB drivers during 2003. Of the eight, four could have been preventable by the driver. This compares to last year -- where the same number of accidents occurred (8) but five were considered to be preventable by the state driver.

### Emergency Plan Updates:

All El Monte facility emergency plans were updated in 2003, except for Annex 4. This will be posted on the web soon.

### Homeland Security Level:

There have been no concerns raised by staff regarding the federal homeland security level changes. Mark Fuentes commented that there are no shelter in place capabilities in the HSL facility at this time.

### Flair Park Security and Business Manager's Association Meeting Report:

Bill Yates reported that the discussions of this group have been on homeland security and the concerns of the 10-freeway detour.

### Facility Management Update:

Bill Yates reported that the fire extinguisher service contract is in the process of being renewed.

Bill Valdez reported that the building improvements are continuing.

Questions arose about the rodent problem in the HSL facility due to the construction work. Bill Valdez stated that he was working with a Pest Control Company to resolve it. After the meeting he contacted the L. A. County Agricultural Commissioner's office that will be sending out an inspector. Staff should be reminded to not leave food in the work areas over night.

A concern was raised concerning the Cell 6 exit that it has caused staff to stumble. It was suggested that a sign "Caution, watch your step" be installed or yellow and black tape be placed on the step. Bill Valdez will look into this.

Another concern was raised regarding the lawn next to the sidewalk in front of the HSL facility. It was suggested that the area be filled in.

New Injury & Illness Prevention Program (IIPP) ASL Issued:

ASL 03-05 was updated on December 30, 2003. The changes included: Catherine Witherspoon as Executive Officer, Gayle Yost as Safety Officer and title Emergency Coordinator replacing Emergency Action Coordinator.

Next Meeting:

The next meeting is scheduled for Wednesday, April 7 from 1:30 to 2:30. Conference Room 106 has been reserved in El Monte and Conference Room 550 has been reserved in Sacramento for the video conference meeting.